

**Bridgeton Public Charter School
Regular Board Meeting
September 16, 2024**

6:00 p.m. in the in the Community Room at 790 E Commerce St, Bridgeton NJ 08302

I. CALLED TO ORDER

A. Call to Order by the Board President 6:10 PM

II. STATEMENT FOR THE BOARD OF TRUSTEES MEETING

A. Public Notice of this Meeting was advertised in the South Jersey Times and The Reminder on June 24, 2024.

III. PLEDGE OF ALLEGIANCE

A. Led by Ms. Charlotte Gould

IV. ROLL CALL

A. Charlotte Gould, President- Present
Norine Ortiz, Vice-President- Present
Ivelisse McBride, Trustee- Absent
Edith Johnson, Trustee- Present
Mark Dooley, Trustee- Absent

B. Also Present:

1. Matthew Ackiewicz, Superintendent -Present
CCCSN Executive Director - Present
CCCSN Deputy Director -Present
Dennis Zakroff, Board Secretary/Business Administrator- Present
Christina Murphy, Treasurer - Present
Joseph Keyek, Facilities Manager - Present
Edward Avena, Comptroller -Present
Jennifer Hagan, HR Coordinator -Absent
Dr. Valerie James, Principal -Present

V. REVIEW OF AGENDA

A. Questions No questions

VI. OPEN TO PUBLIC

1. The public may ask questions pertaining to agenda items only. No public present

VII. EXECUTIVE SESSION

VIII. APPROVE MINUTES

A. Motion by Ms. Edith Johnson and second by Ms. Norine Ortiz to approve the Minutes of the Regular session held on August 19, 2024.

B. ROLL CALL

Ms. Charlotte Gould – Yes
Ms. Norine Ortiz- Yes
Ms. Edith Johnson -Yes

All were in favor and the motion carried

IX. OLD BUSINESS

X. FINANCE

A. Motion by Ms. Charlotte Gould and second by Ms. Edith Johnson to approve items 1 through 12 under Finance.

1. Recommend approval of line item transfers for the Month of August 2024. (Backup L-1)

2. Recommend the approval of the Board Secretary's Reports in August. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A - 16.10(c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year which the board is now certifying. (Backup L-2)
3. Recommend the approval of the Treasurer's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of August 2024. The Treasurer's Report and the Secretary's Reports are in agreement for the month of August 2024. (Backup L-3)
4. Recommend approval of the August bills as attached in the amount of \$185,939.91 (Back-up L-4)
5. Recommend approval of the following payrolls (Backup L-5):
August 15, 2024 - \$20,148.07
August 31, 2024 - \$16,280.73
6. Approve the Board of Education Certification - pursuant to N.J.A.C. 6A:23A-16.10(c) 3, we certify that after review of the secretary's monthly financial reports (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge, no major account or fund has been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
7. Recommend to approve the expense reclassification report for August 2024. (Back-up L-6)
8. Recommend to approve the Power of Attorney with Interstate Tax Services(Back-up L-7)
9. Recommend to approve the agreement for Unemployment Compensation Control. (Back-up L-8)
10. Recommend to approve the Master Collaborative Educational Services Agreement. (Back-up L-9)
11. Recommend to approve the contract with Dr. Brian Davis for School Physician for the 2024-2025 school year in the amount of \$1,000. (Back-up L-10)
12. Recommend to approve the Agreement with Capehart Scatchard for the 2024-2025 school year. (Back-up L-11)
13. Recommend to approve the invoice with Sign Pros in the amount of \$337. (Back-up L-12)

B. ROLL CALL

Ms. Charlotte Gould – Yes
 Ms. Norine Ortiz- Yes
 Ms. Edith Johnson -Yes

All were in favor and the motion carried

XI. POLICY UPDATES (None)

XII. PERSONNEL

- A. Motion by Ms. Edith Johnson and second by Ms. Charlotte Gould to approve items 1 and 2 under Personnel.

1. Recommend approval of the staff list and salaries for the 2024-2025 school year as attached. (Backup PER-1)
2. Recommend approval of the personnel actions as listed in the attached. (Backup PER-2)

B. ROLL CALL

Ms. Charlotte Gould – Yes
 Ms. Norine Ortiz- Yes
 Ms. Edith Johnson -Yes

All were in favor and the motion carried

XIII. FACILITIES

- A. Motion by Ms. Edith Johnson and second by Ms. Norine Edith to approve item 1 under Facilities.
 - 1. Reports as presented by Mr. Joseph Keyek.
- B. ROLL CALL
 - Ms. Charlotte Gould – Yes
 - Ms. Norine Ortiz- Yes
 - Ms. Edith Johnson -Yes

All were in favor and the motion carried

XIV. SCHOOL OPERATIONS

- A. Motion by Ms. Edith Johnson and second by Ms. Norine Edith to accept the Principal's reports.
 - 1. Reports as presented by Dr. James
- B. ROLL CALL
 - Ms. Charlotte Gould – Yes
 - Ms. Norine Ortiz- Yes
 - Ms. Edith Johnson -Yes

All were in favor and the motion carried

XV. SUPERINTENDENTS REPORT

- A. Motion by Ms. Edith Johnson and second by Ms. Norine Edith to approve the Superintendent's Report.
 - 1. Reports and presented by Mr. Ackiewicz
 - Added Change to HIB reporting structure
- B. ROLL CALL
 - Ms. Charlotte Gould – Yes
 - Ms. Norine Ortiz- Yes
 - Ms. Edith Johnson -Yes

All were in favor and the motion carried

XVI. EXECUTIVE DIRECTOR'S REPORT

- A. Motion by Ms. Edith Johnson and second by Ms. Norine Edith to accept the Executive Director's reports.
 - 1. Report as presented by Dr. Garcia.
 - Dr. Garcia comments about the HVAC and Elevator have been a constant issue along with the roof.
 - Congratulated Dr. James on meeting her goals for 2023-2024 school year.
- B. ROLL CALL
 - Ms. Charlotte Gould – Yes
 - Ms. Norine Ortiz- Yes
 - Ms. Edith Johnson -Yes

All were in favor and the motion carried

XVII. ADJOURNMENT

- A. Motion by Ms. Norine Ortiz and second by Ms. Edith Johnson to adjourn the meeting at 6:37 PM.
- B. Next Meeting is on October 21, 2024.
- C. ROLL CALL
 - Ms. Charlotte Gould – Yes

Ms. Norine Ortiz- Yes
Ms. Edith Johnson -Yes

All were in favor and the motion carried

Respectfully submitted

Dennis Zakroff

Board Secretary/ Business Administrator